

U.S. Department of Housing and Urban Development
Office of Public and Indian Housing

GARDEN GROVE HOUSING AUTHORITY

COMPREHENSIVE PLAN

Annual Plan for Fiscal Year 2001

11400 STANFORD AVENUE, GARDEN GROVE, CA
92842

GARDEN GROVE HOUSING AUTHORITY

ANNUAL PLAN PHA Fiscal Year 2001

[24 CFR Part 903.7]

i. Annual Plan Type:

Select which type of Annual Plan the PHA will submit.

Standard Plan

Streamlined Plan:

High-Performing PHA

Small Agency (< 250 Public Housing Units)

Administering Section 8-Only

Troubled Agency Plan

ii. Executive Summary of the Annual PHA Plan

[24 CFR Part 903.7 9 (r)]

Provide a brief overview of the information in the Annual Plan, including highlights of major initiatives and discretionary policies the PHA has included in the Annual Plan.

- **The Quality Housing and Work Responsibility Act of 1998 established requirements for Public Housing Authorities to prepare a Five-Year Plan and Annual Plan.**

The Five-Year Plan describes the mission of the Garden Grove Housing Authority and the Authority's long-range goals and objectives for achieving its mission over the subsequent five years. This Plan was completed in FY 2000.

The Annual Plan provides details about the Authority's immediate operations, program participants, programs and services, and the agency's strategy for handling operational concerns and program participation concerns and needs for the upcoming fiscal year and accomplishments of the previous year. The first year plan was submitted in FY 2000. The following plan represents year two. No substantial changes have been made since year one.

Program regulations do not require the Garden Grove Housing Authority to prepare an Executive Summary of the Annual Plan.

iii. Annual Plan Table of Contents

[24 CFR Part 903.7 9 (r)]

Provide a table of contents for the Annual Plan, including attachments, and a list of supporting documents available for public inspection.

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Attachments

Indicate which attachments are provided by selecting all that apply. Provide the attachment's name (A, B, etc.) in the space to the left of the name of the attachment. Note: If the attachment is provided as a **SEPARATE** file submission from the PHA Plans file, provide the file name in parentheses in the space to the right of the title.

Required Attachments:

- Admissions Policy for Deconcentration:
 - **Not applicable.**
- FY 2001 Capital Fund Program Annual Statement:
 - **Not applicable.**
- Most recent board-approved operating budget. (Required Attachment for PHA's that are troubled or at risk of being designated troubled ONLY):
 - **Not applicable.**

Optional Attachments:

- PHA Management Organizational Chart:
 - **See Attachment A.**
- FY 2001 Capital Fund Program 5-Year Action Plan:
- Public Housing Drug Elimination Program (PHDEP) Plan:
- Comments of Resident Advisory Board or Boards. (Must be attached if not included in PHA Plan text):
 - **See Attachment B.**
- Other (List below, providing each attachment name):
 - **Required Certifications See Attachment C**
 - **Proof of Publication See Attachment D**
 - **Accomplishments See Attachment E**

Supporting Documents Available for Review

Indicate which documents are available for public review by placing a mark in the "Applicable & On Display" column in the appropriate rows. All listed documents must be on display if applicable to the program activities conducted by the PHA.

- **All of the items marked with an "X" in the "Applicable & On Display" column are included in this plan and/or are available for public review. These documents are on display at the Garden Grove Regional Library, 11200 Stanford Avenue, Garden Grove, California 92842.**

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
<input checked="" type="checkbox"/>	PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations.. ▪ (INCLUDED AS ATTACHMENT C)	5-Year and Annual Plans
<input checked="" type="checkbox"/>	State/Local Government Certification of Consistency with the Consolidated Plan. ▪ (INCLUDED AS ATTACHMENT C)	5-Year and Annual Plans

List of Supporting Documents Available for Review

Applicable & On Display	Supporting Document	Applicable Plan Component
<input checked="" type="checkbox"/>	Fair Housing Documentation: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdictions to implement any of the jurisdictions' initiatives to affirmatively further fair housing that require the PHA's involvement. ■ (AVAILABLE FOR REVIEW)	5-Year and Annual Plans ■ (SEE ADMINISTRATIVE PLAN AND BRIEFING PACKETS.)
<input checked="" type="checkbox"/>	Consolidated Plan for the jurisdictions in which the PHA is located [which includes the Analysis of Impediments to Fair Housing Choice (AI)] and any additional backup data to support statement of housing needs in the jurisdiction. ■ (AVAILABLE FOR REVIEW)	Annual Plan: Housing Needs
<input type="checkbox"/>	Most recent board-approved operating budget for the public housing program.	Annual Plan: Financial Resources
<input checked="" type="checkbox"/>	Section 8 Administrative Plan. ■ (AVAILABLE FOR REVIEW)	Annual Plan: Eligibility, Selection, and Admissions Policies.
<input type="checkbox"/>	Public Housing De-concentration and Income Mixing Documentation: 1. PHA board certifications of compliance with de-concentration requirements (Section 16(a) of the US Housing Act of 1937, as implemented in the 2/18/99 <i>Quality Housing and Work Responsibility Act Initial Guidance; Notice</i> and any further HUD guidance); and 2. Documentation of the required de-concentration and income mixing analysis.	Annual Plan: Eligibility, Selection, and Admissions Policies
<input type="checkbox"/>	Public housing rent determination policies, including the methodology for setting public housing flat rents. <input type="checkbox"/> Check here if included in the public housing A & O Policy.	Annual Plan: Rent Determination
<input type="checkbox"/>	Schedule of flat rents offered at each public housing development. <input type="checkbox"/> Check here if included in the public housing A & O Policy.	Annual Plan: Rent Determination
<input checked="" type="checkbox"/>	Section 8 rent determination (payment standard) policies. <input checked="" type="checkbox"/> Check here if included in Section 8 Administrative Plan. ■ (AVAILABLE FOR REVIEW)	Annual Plan: Rent Determination
<input type="checkbox"/>	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation).	Annual Plan: Operations and Maintenance
<input type="checkbox"/>	Public housing grievance procedures <input type="checkbox"/> Check here if included in the public housing A & O Policy.	Annual Plan: Grievance Procedures
<input checked="" type="checkbox"/>	Section 8 informal review and hearing procedures. <input checked="" type="checkbox"/> Check here if included in Section 8 Administrative Plan. ■ (AVAILABLE FOR REVIEW)	Annual Plan: Grievance Procedures
<input type="checkbox"/>	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year.	Annual Plan: Capital Needs
<input type="checkbox"/>	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant.	Annual Plan: Capital Needs
<input type="checkbox"/>	Most recent, approved 5-Year Action Plan for the Capital Fund/Comprehensive Grant Program, if not included as an attachment (provided at PHA option).	Annual Plan: Capital Needs

List of Supporting Documents Available for Review

Applicable & On Display	Supporting Document	Applicable Plan Component
<input type="checkbox"/>	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans or any other approved proposal for development of public housing.	Annual Plan: Capital Needs
<input type="checkbox"/>	Approved or submitted applications for demolition and/or disposition of public housing.	Annual Plan: Demolition and Disposition
<input type="checkbox"/>	Approved or submitted applications for designation of public housing. (Designated Housing Plans).	Annual Plan: Designation of Public Housing
<input type="checkbox"/>	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to Section 202 of the 1996 HUD Appropriations Act.	Annual Plan: Conversion of Public Housing
<input type="checkbox"/>	Approved or submitted public housing homeownership programs/plans.	Annual Plan: Homeownership
<input type="checkbox"/>	Policies governing any Section 8 Homeownership program. <input type="checkbox"/> Check here if included in the Section 8 Administrative Plan.	Annual Plan: Homeownership
<input type="checkbox"/>	Any cooperative agreement between the PHA and the TANF agency.	Annual Plan: Community Service & Self-Sufficiency
<input checked="" type="checkbox"/>	FSS Action Plans for public housing and/or Section 8. ▪ (AVAILABLE FOR REVIEW)	Annual Plan: Community Service & Self-Sufficiency
<input type="checkbox"/>	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports.	Annual Plan: Community Service & Self-Sufficiency
<input type="checkbox"/>	The most recent Public Housing Drug Elimination Program (PHEDEP) semi-annual performance report for any open grant and most recently submitted PHDEP application (PHDEP Plan).	Annual Plan: Safety and Crime Prevention
<input checked="" type="checkbox"/>	The most recent fiscal year audit of the PHA conducted under Section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h)), the results of that audit and the PHA's response to any findings. ▪ (AVAILABLE FOR REVIEW)	Annual Plan: Annual Audit
<input type="checkbox"/>	Troubled PHA's: MOA/Recovery Plan.	Troubled PHA's
<input checked="" type="checkbox"/>	Other supporting documents (optional). (List individually; use as many lines as necessary.)	Memorandum of Understanding for Mobility

1. Statement of Housing Needs

[24 CFR Part 903.79 (a)]

A. Housing Needs of Families in the Jurisdictions Served by the PHA

Based upon the information contained in the Consolidated Plans applicable to the jurisdiction, and/or other data available to the PHA, provide a statement of the housing needs in the jurisdiction by completing the following table. In the "Overall Needs" column, provide the estimated number of renter families that have housing needs. For the remaining characteristics, rate the impact of that factor on the housing needs for each family type, from 1 to 5, with "1" being "No Impact," and "5" being "Severe Impact." Use "N/A" to indicate that no information is available upon which the PHA can make this assessment.

- The table below is based upon information contained in the City of Garden Grove's Draft 2000 - 2004 Consolidated Plan and other data. This table was completed in the following manner:

The "Overall Needs" column provides an estimated number of renter families that have housing needs. The remaining characteristics have been rated based on the impact of that factor on the housing needs for each family type. Ratings range from 1 to 5, with "1" being "No Impact" and "5" being "Severe Impact." "N/A" is used to indicate that no information is available upon which the Garden Grove Housing Authority can make the assessment.

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall	Afford-ability	Supply	Quality	Access-ability	Size	Loca-tion
Income <= 30% of AMI ¹	3,369	5	5	4	5	4	4
Income >30% but <=50% of AMI ¹	3,460	5	5	4	5	2	3
Income >50% but <80% of AMI ¹	2,348	N/A	N/A	N/A	N/A	N/A	N/A
Elderly ²	492	5	5	3	4	3	3
Families with Disabilities ²	465	5	5	3	4	3	4
White / Non-Hispanic ²	194	5	4	4	4	4	4
White / Hispanic ²	193	5	5	3	4	4	4
Asian-Pacific Islander ²	1,483	5	4	3	4	4	3
African-American ²	56	5	5	3	4	4	3
American Indian ²	10	5	4	3	4	4	3

1 - Source of data is 2000 - 2004 City of Garden Grove Consolidated Plan.

2 - Source of data is Section 8 Waiting List as of September, 1999.

What sources of information did the PHA use to conduct this analysis? (Check all that apply; all materials must be made available for public inspection.)

- **The Garden Grove Housing Authority utilized the following sources of information to conduct this analysis. (Items that are checked apply. These materials are available for public inspection.)**

- Consolidated Plan of the Jurisdictions:
 - **the City of Garden Grove Consolidated Plan.**
Indicate year: **2000 - 2004**
- U.S. Census data:
 - **The Comprehensive Housing Affordability Strategy (“CHAS”) dataset**
- American Housing Survey data:
 - Indicate year:
- Other housing market study:
 - Indicate year:
- Other sources (list and indicate year of information):
 - **Section 8 Waiting List; September, 1999**

B. Housing Needs of Families on the Public Housing and Section 8 Tenant-Based Assistance Waiting Lists

State the housing needs of the families on the PHA’s waiting list/s. **Complete one table for each type of PHA-wide waiting list administered by the PHA.** PHA’s may provide separate tables for site-based or sub-jurisdictional public housing waiting lists at their option.

- **The table below provides a summary of the housing needs of the families on the GGHA’s Section 8 Housing Waiting List:**

Housing Needs of Families on the Waiting List			
Waiting list type: (Select one.)			
<input checked="" type="checkbox"/>	Section 8 tenant-based assistance		
<input type="checkbox"/>	Public Housing		
<input type="checkbox"/>	Combined Section 8 and Public Housing		
<input type="checkbox"/>	Public Housing Site-based or sub-jurisdictional waiting list (optional). If used, identify which development/sub-jurisdiction:		
	No. of Families	% of Total Families	Annual Turnover
Waiting list total	1,843		58
Extremely low income <=30% AMI	1,438	78%	
Very low income (>30% but <=50% AMI)	387	21%	
Low income (>50% but <80% AMI)	18	1%	
Families with children	1,124	61%	
Elderly families	516	28%	
	No. of	% of	Annual

Housing Needs of Families on the Waiting List			
	Families	Total Families	Turnover
Families with Disabilities	498	27%	
White / Non-Hispanic	203	11%	
White / Hispanic	221	12%	
Asian-Pacific Islander / Non-Hispanic	1,385	73%	
African-American / Non-Hispanic	55	3%	
American Indian / Non-Hispanic	9	.5%	
Race / Ethnicity Not Reported	10	.5%	
Characteristics by Bedroom Size (Public Housing Only)			
1 BR	N/A	N/A	N/A
2 BR	N/A	N/A	N/A
3 BR	N/A	N/A	N/A
4 BR	N/A	N/A	N/A
5 BR	N/A	N/A	N/A
5+ BR	N/A	N/A	N/A
Is the waiting list closed (select one.)? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes			
If "Yes":			
How long has it been closed (# of months)? 52 months.			
Does the PHA expect to reopen the list in the PHA Plan year? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes			
Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes			

C. Strategy for Addressing Needs

Provide a brief description of the PHA's strategy for addressing the housing needs of families in the jurisdiction and on the waiting list **IN THE UPCOMING YEAR**, and the Agency's reasons for choosing this strategy.

(1) Strategies

Need: Shortage of affordable housing for all eligible populations.

Select all that apply.

- Employ effective maintenance and management policies to minimize the number of public housing units off-line.
- Reduce turnover time for vacated public housing units.
- Reduce time to renovate public housing units.
- Seek replacement of public housing units lost to the inventory through mixed finance development.
- Seek replacement of public housing units lost to the inventory through Section 8 replacement housing resources.
- Maintain or increase Section 8 lease-up rates by establishing payment standards that will enable families to rent throughout the jurisdiction.
- Undertake measures to ensure access to affordable housing among families assisted by the PHA, regardless of unit size required.
- Maintain or increase Section 8 lease-up rates by marketing the program to owners, particularly those outside of areas of minority and poverty concentration.
- Maintain or increase Section 8 lease-up rates by effectively screening Section 8 applicants to increase owner acceptance of program.
- Participate in the Consolidated Plan development process to ensure coordination with broader community strategies.
- Other (list below):

Strategy 2: Increase the number of affordable housing units by:

Select all that apply.

- Apply for additional Section 8 units should they become available.
- Leverage affordable housing resources in the community through the creation of mixed-finance housing.
- Pursue housing resources other than public housing or Section 8 tenant-based assistance.
- Other (list below):

Need: Specific Family Types: Families at or below 30% of median

Strategy 1: Target available assistance to families at or below 30 % of AMI:

Select all that apply.

- Exceed HUD federal targeting requirements for families at or below 30% of AMI in public housing.
- Exceed HUD federal targeting requirements for families at or below 30% of AMI in tenant-based Section 8 assistance.
- Employ admissions preferences aimed at families with economic hardships.
- Adopt rent policies to support and encourage work.
- Other (list below):
 - **Admission policies that address families at immediate risk, such as: homeless, battered, targeted hate crime, displaced, and witness protection.**

Need: Specific Family Types: Families at or below 50% of median

Strategy 1: Target available assistance to families at or below 50% of AMI:

Select all that apply.

- Employ admissions preferences aimed at families who are working
- Adopt rent policies to support and encourage work
- Other (list below):
 - **References for families on Welfare who have completed training and are employed.**

Need: Specific Family Types: The Elderly

Strategy 1: Target available assistance to the elderly:

Select all that apply.

- Seek designation of public housing for the elderly.
- Apply for special-purpose Vouchers targeted to the elderly, should they become available.
- Other (list below):

Need: Specific Family Types: Families with Disabilities

Strategy 1: Target available assistance to Families with Disabilities:

Select all that apply.

- Seek designation of public housing for families with disabilities.
- Carry out the modifications needed in public housing based on the Section 504 Needs Assessment for Public Housing.
- Apply for special-purpose Vouchers targeted to families with disabilities, should they become available.
- Affirmatively market to local non-profit agencies that assist families with disabilities.
- Other (list below):

Need: Specific Family Types: Races or ethnicities with disproportionate housing needs

Strategy 1: Increase awareness of PHA resources among families of races and ethnicities with disproportionate needs:

Select if applicable.

- Affirmatively market to races/ethnicities shown to have disproportionate housing needs.
- Other (list below):

Strategy 2: Conduct activities to affirmatively further fair housing/

Select all that apply.

- Counsel Section 8 tenants as to location of units outside of areas of poverty or minority concentration and assist them to locate those units
- Market the Section 8 program to owners outside of areas of poverty /minority concentrations
- Other (list below):
 - **Memorandum of Understanding for “Mobility Program” between the four Housing Authorities in Orange County.**

Other Housing Needs & Strategies (list needs and strategies below):

- **Add Victims of Domestic Violence as a preference for receiving Section 8 rental assistance.**
- **Executed Memorandum of Understanding with three shelters for the homeless to facilitate the movement of homeless families into permanent housing.**

(2) Reasons for Selecting Strategies

Of the factors listed below, select all that influenced the PHA’s selection of the strategies it will pursue:

- Funding constraints.
- Staffing constraints.
- Limited availability of sites for assisted housing.
- Extent to which particular housing needs are met by other organizations in the community.
- Evidence of housing needs as demonstrated in the Consolidated Plan and other information available to the PHA.
- Influence of the housing market on PHA programs.
- Community priorities regarding housing assistance.
- Results of consultation with local or state government.
- Results of consultation with residents and the Resident Advisory Board.
- Results of consultation with advocacy groups:
 - **Fair Housing Council of Orange County**
- Other (list below):

2. Statement of Financial Resources

[24 CFR Part 903.7 9 (b)]

List the financial resources that are anticipated to be available to the PHA for the support of Federal public housing and tenant-based Section 8 assistance programs administered by the PHA during the Plan year. Note: the table assumes that Federal public housing or Tenant-Based Section 8 assistance grant funds are expended on eligible purposes; therefore, uses of these funds need not be stated. For other funds, indicate the use for those funds as one of the following categories: public housing operations, public housing capital improvements, public housing safety/security, public housing supportive services, Section 8 tenant-based assistance, Section 8 supportive services or other.

- The table below provides a list of the financial resources that are anticipated to be available to the Garden Grove Housing Authority to support its Federal tenant-based Section 8 rental assistance program during the 2001 - 2002 Plan Year.

Please note, this table assumes that Federal tenant-based Section 8 assistance grant funds will be expended for eligible purposes; therefore, the uses of these funds is not stated. For "Other Income," a notation has been entered that indicates the use for the subject funds as one of the following categories: "Section 8 Tenant-Based Assistance," "Section 8 Support Services," or "Other."

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
1. Federal Grants (FY 2001 grants)		
a) Public Housing Operating Fund	N/A	
b) Public Housing Capital	N/A	
c) HOPE VI Revitalization	N/A	
d) HOPE VI Demolition	N/A	
e) Annual Contributions for Section 8 Tenant-Based Assistance	\$14,311,587	
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)	N/A	
g) Resident Opportunity and Self-Sufficiency Grants	N/A	
h) Community Development Block Grant	N/A	
i) HOME	N/A	

Other Federal Grants:		
Family Self-Sufficiency Coordinator Grant	\$47,700	Salary and benefits for FSS Coordinator Staff position
1. Prior Year Federal Grants (unobligated funds only) (list below)	N/A	
2. Public Housing Dwelling Rental Income	N/A	
3. Other income (list below)	N/A	
4. Non-federal sources (list below)	N/A	
Total Resources	\$14,359,287	

3. PHA Policies Governing Eligibility, Selection, and Admissions

[24 CFR Part 903.7 9 (c)]

A. Public Housing

Exemptions: PHA's that do not administer public housing are not required to complete Sub-component 3A.

- **As a Section 8-only agency, the Garden Grove Housing Authority is exempt from completing Sub-component 3A. Please skip to Sub-component 3B.**

(1) Eligibility

a. When does the PHA verify eligibility for admission to public housing? (Select all that apply.)

- When families are within a certain number of being offered a unit: (state number)
- When families are within a certain time of being offered a unit: (state time)
- Other (describe):

b. Which non-income (screening) factors does the PHA use to establish eligibility for admission to public housing (select all that apply):?

- Criminal or Drug-related activity
- Rental history
- Housekeeping
- Other (describe):

c. Yes No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?

d. Yes No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?

e. Yes No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC-authorized source)

(2) Waiting List Organization

a. Which methods does the PHA plan to use to organize its public housing waiting list (select all that apply):

- Community-wide list
- Sub-jurisdictional lists
- Site-based waiting lists
- Other (describe):

b. Where may interested persons apply for admission to public housing?

- PHA main administrative office
- PHA development site management office
- Other (list below):

c. If the PHA plans to operate one or more site-based waiting lists in the coming year, answer each of the following questions; if not, skip to Subsection (3) Assignment.

1. How many site-based waiting lists will the PHA operate in the coming year?

2. Yes No: Are any or all of the PHA's site-based waiting lists new for the upcoming year (that is, they are not part of a previously-HUD-approved site-based waiting list plan)?
If "Yes," how many lists?

3. Yes No: May families be on more than one list simultaneously?
If "Yes," how many lists?

4. Where can interested persons obtain more information about and sign up to be on the site-based waiting lists (select all that apply):?

- PHA main administrative office
- All PHA development management offices
- Management offices at developments with site-based waiting lists
- At the development to which they would like to apply
- Other (list below):

(3) Assignment

a. How many vacant unit choices are applicants ordinarily given before they fall to the bottom of or are removed from the waiting list? (Select one.)

- One
- Two
- Three or More

b. Yes No: Is this policy consistent across all waiting list types?

c. If answer to b is "No," list variations for any other than the primary public housing waiting list/s for the PHA:

(4) Admissions Preferences

a. Income targeting:

- Yes No: Does the PHA plan to exceed the federal targeting requirements by targeting more than 40% of all new admissions to public housing to families at or below 30% of median area income?

b. Transfer policies:

In what circumstances will transfers take precedence over new admissions? (list below)

- Emergencies
 Over-housed
 Under-housed
 Medical justification
 Administrative reasons determined by the PHA (e.g., to permit modernization work)
 Resident choice: (state circumstances below)
 Other (list below):

c. Preferences

1. Yes No: Has the PHA established preferences for admission to public housing (other than date and time of application)? (If "No" is selected, skip to Subsection (5) Occupancy.)

2. Which of the following admission preferences does the PHA plan to employ in the coming year? (Select all that apply from either former Federal preferences or other preferences.)

Former Federal preferences:

- Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
 Victims of domestic violence
 Substandard housing
 Homelessness
 High-rent burden (rent is >50 percent of income)

Other preferences: (Select below)

- Working families and those unable to work because of age or disability
 Veterans and veterans' families
 Residents who live and/or work in the jurisdiction
 Those enrolled currently in educational, training, or upward mobility programs
 Households that contribute to meeting income goals (broad range of incomes)
 Households that contribute to meeting income requirements (targeting)
 Those previously enrolled in educational, training, or upward mobility programs
 Victims of reprisals or hate crimes
 Other preference(s): (list below)

3. If the PHA will employ admissions preferences, please prioritize by placing a "1" in the space that represents your first priority, a "2" in the box representing your second priority, and so on. If you give equal weight to one or more of these choices (either through an absolute hierarchy or through a point system), place the same number next to each. That means you can use "1" more than once, "2" more than once, etc.

Date and Time

Former Federal preferences:

- Involuntary Displacement (Disaster, Government Action, Action of Housing
- Owner, Inaccessibility, Property Disposition)
- Victims of domestic violence
- Substandard housing
- Homelessness
- High rent burden

Other preferences: (Select all that apply.)

- Working families and those unable to work because of age or disability
- Veterans and veterans' families
- Residents who live and/or work in the jurisdiction
- Those enrolled currently in educational, training, or upward mobility programs
- Households that contribute to meeting income goals (broad range of incomes)
- Households that contribute to meeting income requirements (targeting)
- Those previously enrolled in educational, training, or upward mobility programs
- Victims of reprisals or hate crimes
- Other preference(s) (list below)

4. Relationship of preferences to income targeting requirements:

- The PHA applies preferences within income tiers.
- Not applicable: The pool of applicant families ensures that the PHA will meet income targeting requirements.

(5) Occupancy

a. What reference materials can applicants and residents use to obtain information about the rules of occupancy of public housing (select all that apply):

- The PHA-resident lease
- The PHA's Admissions and (Continued) Occupancy policy
- PHA briefing seminars or written materials
- Other source (list):

b. How often must residents notify the PHA of changes in family composition?

(Select all that apply.)

- At an annual reexamination and lease renewal
- Any time family composition changes
- At family request for revision
- Other (list)

(6) Deconcentration and Income Mixing

- a. Yes No: Did the PHA's analysis of its family (general occupancy) developments to determine concentrations of poverty indicate the need for measures to promote de-concentration of poverty or income mixing?
- b. Yes No: Did the PHA adopt any changes to its **admissions policies** based on the results of the required analysis of the need to promote deconcentration of poverty or to assure income mixing?
- c. If the answer to "b" was "Yes," what changes were adopted? (Select all that apply.)
- Adoption of site-based waiting lists
If selected, list targeted developments below:
- Employing waiting list "skipping" to achieve de-concentration of poverty or income mixing goals at targeted developments
If selected, list targeted developments below:
- Employing new admission preferences at targeted developments
If selected, list targeted developments below:
- Other (list policies and developments targeted below)
- d. Did the PHA adopt any changes to **other** policies based on the results of the required analysis of the need for de-concentration of poverty and income mixing?
Yes No
- e. If the answer to d was yes, how would you describe these changes?
(Select all that apply.)
- Additional affirmative marketing
- Actions to improve the marketability of certain developments
- Adoption or adjustment of ceiling rents for certain developments
- Adoption of rent incentives to encourage de-concentration of poverty and income-mixing
- Other (list below):
- f. Based on the results of the required analysis, in which developments will the PHA make special efforts to attract or retain higher-income families? (Select all that apply.)
- Not applicable: Results of analysis did not indicate a need for such efforts.
- List (any applicable) developments below:
- g. Based on the results of the required analysis, in which developments will the PHA make special efforts to assure access for lower-income families? (Select all that apply.)
- Not applicable: Results of analysis did not indicate a need for such efforts.
- List (any applicable) developments below:

B. Section 8

Exemptions: PHA's that do not administer Section 8 are not required to complete Sub-component 3B. **Unless otherwise specified, all questions in this section apply only to the tenant-based Section 8 assistance program (Vouchers, and until completely merged into the Voucher program, Certificates).**

- **As a tenant-based Section 8-only agency, the Garden Grove Housing Authority is required to complete this section. As of October 1, 1999, the process to merge all Section 8 Vouchers and Certificates into one program was initiated. The information listed below is relevant to the merged program.**

(1) Eligibility

a. What is the extent of screening conducted by the PHA? (Select all that apply.)

- Criminal or drug-related activity only to the extent required by law or regulation.
 Criminal and drug-related activity, more extensively than required by law or regulation.

- **The Garden Grove Housing Authority conducts criminal background checks on persons who report criminal activities on their application for rental assistance and/or their Personal Declaration form.**

More general screening than criminal and drug-related activity (list factors below):

- **The Garden Grove Housing Authority conducts Department of Motor Vehicles credit and tenancy background checks on applicants who claim a criminal record.**

Other (list below):

- **The Garden Grove Housing Authority is experiencing difficulty in working with the Department of Justice (D.O.J.).**

b. Yes No Does the PHA request criminal records from local law enforcement agencies for screening purposes?

c. Yes No Does the PHA request criminal records from State law enforcement agencies for screening purposes?

d. Yes No Does the PHA access FBI criminal records from the FBI for screening purposes (either directly or through an NCIC-authorized source)?

e. Indicate what kinds of information you share with prospective landlords? (Select all that apply.)

Criminal or drug-related activity

Other (describe below):

- **Tenancy records.**

- **Previous landlords.**

(2) Waiting List Organization

a. With which of the following program waiting lists is the Section 8 tenant-based assistance waiting list merged? (Select all that apply.)

- None.
- Federal public housing.
- Federal moderate rehabilitation.
- Federal project-based Certificate program.
- Other federal or local program (list below):

b. Where may interested persons apply for admission to Section 8 tenant-based assistance? (Select all that apply.)

- PHA main administrative office
- Other (list below):

- **The Garden Grove Housing Authority's Waiting List is not open on an on-going basis. The Waiting List was opened for a one-month period in October, 1996. When the application process is opened, applicants may obtain an application from the Garden Grove City Hall, Garden Grove libraries, local social services agencies, etc. In addition, the applications are available in local newspapers, including English, Spanish, Vietnamese, and Korean, as well as in the *Penny-Saver* (advertising mailer).**

(3) Search Time

a. Yes No Does the PHA give extensions on a standard 60-day period to search for a unit?

If "Yes," state the circumstances below:

- **The Garden Grove Housing Authority grants time extensions under the following circumstances:**

A tenant is unable to locate a unit due to:

- **an illness**
- **a shortage of large family units (i.e., three- and four-bedroom units)**
- **a lack of available housing units in the community because of a high-occupancy rate**
- **the tenant needing special accommodations for a disabled family member**
- **a family emergency (case-by-case basis)**

(4) Admissions Preferences

a. Income targeting

Yes No: Does the PHA plan to exceed the federal targeting requirements by targeting more than 75% of all new admissions to the Section 8 program to families at or below 30% of median area income?

- **Note: Due to the large number of extreme low-income applicants for Section 8 Rental Assistance, over 79% of all admissions by the Garden Grove Housing Authority are at or below 30% of the Average Median Income.**

b. Preferences

1. Yes No: Has the PHA established preferences for admission to Section 8 tenant-based assistance (other than date and time of application)? (If "No," skip to Component (5) Special-Purpose Section 8 assistance programs.)

2. Which of the following admission preferences does the PHA plan to employ in the coming year? (Select all that apply from either former Federal preferences or other preferences.)

Former Federal preferences

- Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition).
- Victims of domestic violence.
- Substandard housing.
- Homelessness.
- High rent burden (rent is >50 percent of income).

Other preferences: (Select all that apply.)

- Working families and those unable to work because of age or disability.
- Veterans and veterans' families.
- Residents who live and/or work in your jurisdiction.
- Those enrolled currently in educational, training, or upward mobility programs.
- Households that contribute to meeting income goals (broad range of incomes).
- Households that contribute to meeting income requirements (targeting).
- Those previously enrolled in educational, training, or upward mobility programs.
- Victims of reprisals or hate crimes.
- Other preference(s) (list below):

- **Persons displaced by the Garden Grove Community Development action.**
- **Welfare-to-Work Participants.**

3. If the PHA will employ admissions preferences, please prioritize by placing a "1" in the space that represents your first priority, a "2" in the box representing your second priority, and so on. If you give equal weight to one or more of these choices (either through an absolute hierarchy or through a point system), place the same number next to each. That means you can use "1" more than once, "2" more than once, etc.

Date and Time: [1]

Former Federal preferences:

Involuntary Displacement (Disaster; Government Action;: [3]

Action Of Housing Owner; Inaccessibility; Property Disposition): [N/A]

- **[Note: The last three examples above are "N/A," as they are covered under the "Substandard Housing Category."]**

Victims of domestic violence: [3]

Substandard housing: [3]

Homelessness: [3]

High-rent burden: [N/A]

Other preferences (select all that apply):

- Working families and those unable to work because of age or disability:
- Veterans and veterans' families: [2]
- Residents who live and/or work in your jurisdiction: [1]
- Those enrolled currently in educational, training, or upward mobility programs:
- Households that contribute to meeting income goals (broad range of incomes):
- Households that contribute to meeting income requirements (targeting):
- Those previously enrolled in educational, training, or upward mobility programs:
- Victims of reprisals or hate crimes: [2]
- Other preference(s) (list below):
 - Working families: [5]
 - Welfare-to-Work: [5]
 - Target funding: [4]

4. Among applicants on the waiting list with equal preference status, how are applicants selected? (Select one.)

- Date and time of application.
- Drawing (lottery) or other random-choice technique.

5. If the PHA plans to employ preferences for "residents who live and/or work in the jurisdiction." (Select one.)

- This preference has previously been reviewed and approved by HUD.
- The PHA requests approval for this preference through this PHA Plan.

6. Relationship of preferences to income targeting requirements: (Select one.)

- The PHA applies preferences within income tiers.
- Not applicable: The pool of applicant families ensures that the PHA will meet income targeting requirements.

(5) Special Purpose Section 8 Assistance Programs

a. In which documents or other reference materials are the policies governing eligibility, selection, and admissions to any special-purpose Section 8 program administered by the PHA contained? (Select all that apply.)

- The Section 8 Administrative Plan.
- Briefing sessions and written materials.
- Other (list below):
 - **Pre-application forms**
 - **Annual update forms**

b. How does the PHA announce the availability of any special-purpose Section 8 programs to the public?

- Through published notices
- Other (list below):
 - **Notice to families on the Waiting List.**
 - **Outreach to community-based organizations.**

4. PHA Rent Determination Policies

[24 CFR Part 903.7 9 (d)]

A. Public Housing

Exemptions: PHA's that do not administer public housing are not required to complete Sub-component 4A.

- **As a Section 8-only agency, the Garden Grove Housing Authority is exempt from completing Sub-component 4A. Please skip to Sub-component 4B.**

(1) Income-Based Rent Policies

Describe the PHA's income-based rent setting policy/ies for public housing using, including discretionary (that is, not required by statute or regulation) income disregards and exclusions, in the appropriate spaces below.

a. Use of discretionary policies: (Select one.)

- The PHA will not employ any discretionary rent-setting policies for income-based rent in public housing. Income-based rents are set at the higher of 30% of adjusted monthly income, 10% of unadjusted monthly income, the welfare rent, or minimum rent (less HUD mandatory deductions and exclusions). (If selected, skip to Component (2).)

---Or---

- The PHA employs discretionary policies for determining income-based rent. (If selected, continue to Question b.)

b. Minimum Rent

1. What amount best reflects the PHA's minimum rent? (Select one.)

- \$0
 \$1-\$25
 \$26-\$50

2. Yes No: Has the PHA adopted any discretionary minimum rent hardship exemption policies?

3. If yes to question 2, list these policies below:

c. Rents set at less than 30% of adjusted income

1. Yes No: Does the PHA plan to charge rents at a fixed amount or percentage less than 30% of adjusted income?

2. If yes to above, list the amounts or percentages charged and the circumstances under which these will be used below:

d. Which of the discretionary (optional) deductions and/or exclusions policies does the PHA plan to employ: (Select all that apply.)

- For the earned income of a previously unemployed household member
- For increases in earned income
- Fixed amount (other than general rent-setting policy)
If "Yes," state amount/s and circumstances below:
- Fixed percentage (other than general rent-setting policy)
If "Yes," state percentage/s and circumstances below:
- For household heads
- For other family members
- For transportation expenses
- For the non-reimbursed medical expenses of non-disabled or non-elderly families
- Other (describe below):

e. Ceiling rents

1. Do you have ceiling rents? (Rents set at a level lower than 30% of adjusted income.) (Select one.)

- Yes for all developments
- Yes but only for some developments
- No

2. For which kinds of developments are ceiling rents in place? (Select all that apply.)

- For all developments
- For all general occupancy developments (not elderly or disabled or elderly only)
- For specified general occupancy developments
- For certain parts of developments; e.g., the high-rise portion
- For certain size units; e.g., larger bedroom sizes
- Other (list below):

3. Select the space or spaces that best describe how you arrive at ceiling rents: (Select all that apply.)

- Market comparability study
- Fair market rents (FMR)
- 95th percentile rents
- 75 percent of operating costs
- 100 percent of operating costs for general occupancy (family) developments
- Operating costs plus debt service
- The "rental value" of the unit
- Other (list below):

f. Rent re-determinations:

1. Between income reexaminations, how often must tenants report changes in income or family composition to the PHA such that the changes result in an adjustment to rent? (Select all that apply.)

- Never
- At family option
- Any time the family experiences an income increase
- Any time a family experiences an income increase above a threshold amount or percentage. (If selected, specify threshold):
- Other (list below):

g. Yes No: Does the PHA plan to implement individual savings accounts for residents (ISA's) as an alternative to the required 12-month disallowance of earned income and phasing in of rent increases in the next year?

(2) Flat Rents

1. In setting the market-based flat rents, what sources of information did the PHA use to establish comparability? (Select all that apply.)

- The Section 8 rent reasonableness study of comparable housing
- Survey of rents listed in local newspaper
- Survey of similar unassisted units in the neighborhood
- Other (list/describe below):

B. Section 8 Tenant-Based Assistance

Exemptions: PHA's that do not administer Section 8 tenant-based assistance are not required to complete Sub-component 4B. **Unless otherwise specified, all questions in this section apply only to the tenant-based Section 8 assistance program (Vouchers, and until completely merged into the Voucher program, Certificates).**

- **As a Section 8-only agency, the Garden Grove Housing Authority is required to complete this part.**
- **As of October 1, 1999, the Garden Grove Housing Authority began the merger of all Section 8 Vouchers and Certificates into one program. The information listed below is relevant to the merged program.**

(1) Payment Standards

Describe the Voucher payment standards and policies.

- **The following statement describes the Garden Grove Housing Authority's Voucher payment standards and policies.**
- a. What is the PHA's payment standard? (Select the category that best describes your standard)
- At or above 90% but below 100% of FMR.
 - 100% of FMR.
 - Above 100% but at or below 110% of FMR.
 - **For persons with disabilities as "reasonable accommodation"**
 - Above 110% of FMR. (If HUD approved; describe circumstances below.)
- b. If the payment standard is lower than FMR, why has the PHA selected this standard? (Select all that apply.)
- FMR's are adequate to ensure success among assisted families in the PHA's segment of the FMR area
 - The PHA has chosen to serve additional families by lowering the payment standard.
 - Reflects market or sub-market.
 - Other (list below):
 - **Not applicable.**
- c. If the payment standard is higher than FMR, why has the PHA chosen this level? (Select all that apply.)
- FMR's are not adequate to ensure success among assisted families in the PHA's segment of the FMR area.
 - Reflects market or sub-market.
 - To increase housing options for families.
 - Other (list below):
 - **Not applicable.**
- d. How often are payment standards reevaluated for adequacy? (Select one.)
- Annually.
 - Other (list below):

e. What factors will the PHA consider in its assessment of the adequacy of its payment standard? (Select all that apply.)

- Success rates of assisted families.
- Rent burdens of assisted families.
- Other (list below):
 - **Market survey.**

(2) Minimum Rent

a. What amount best reflects the PHA's minimum rent? (Select one.)

- \$0
- \$1-\$25
- \$26-\$50

b. Yes No: Has the PHA adopted any discretionary minimum rent hardship exemption policies? (If "Yes," list below.)

5. Operations and Management

[24 CFR Part 903.7 9 (e)]

Exemptions from Component 5: High-performing and small PHA's are not required to complete this section. Section 8-only PHA's must complete parts A, B, and C(2)

- **As a Section 8-only agency, the Garden Grove Housing Authority is required to complete Sub-components 5A, B and C(2).**

A. PHA Management Structure

Describe the PHA's management structure and organization.

(Select one.)

- An organization chart showing the PHA's management structure and organization is attached.
 - **(See Attachment A)**

A brief description of the management structure and organization of the PHA follows:

- **The Garden Grove Housing Authority is a department of the City of Garden Grove. The Authority does not operate as an independent agency, but as a traditional municipal department.**

The Garden Grove Housing Authority Commission acts as the Housing Authority's governing board. The City's Housing Manager supervises the day-to-day operations of the Authority with the assistance of the Housing Authority Supervisors. The Housing Authority Supervisors are responsible for the day-to-day supervision of the Authority's 17 member staff. Staff is comprised of various supervisory, technical and support structure staff. A

diagram outlining the Housing Authority's organization structure is provided in Attachment A.

B. HUD Programs Under PHA Management

List Federal programs administered by the PHA, number of families served at the beginning of the upcoming fiscal year, and expected turnover in each. (Use "N/A" to indicate that the PHA does not operate any of the programs listed below.)

- Below is a list of the Federal programs administered by the Garden Grove Housing Authority. Information provided includes the number of families to be served at the beginning of the upcoming fiscal year, and the expected turnover in each program. "N/A" is used to indicate that the Garden Grove Housing Authority does not operate the respective program.

Program Name	Units or Families Served at Year Beginning <u>07/01/2001</u>	Expected Turnover *
Public Housing	N/A	N/A
Section 8 Vouchers	1,842	50
Section 8 Certificates	40	30
Section 8 Mod Rehab.	104	2
Special Purpose Section 8 Certificates/Vouchers (list individually)	N/A	N/A
Public Housing Drug Elimination Program (PHDEP)	N/A	N/A
Other Federal Programs (list individually)	N/A	N/A

- * Households with Section 8 Certificates will turnover to Section 8 Vouchers due to program merger which began in October, 1999.

C. Management and Maintenance Policies

List the PHA's public housing management and maintenance policy documents, manuals and handbooks that contain the Agency's rules, standards, and policies that govern maintenance and management of public housing, including a description of any measures necessary for the prevention or eradication of pest infestation (which includes cockroach infestation) and the policies governing Section 8 management.

- (1) Public Housing Maintenance and Management: (list below)
 - **Not applicable.**

- (2) Section 8 Management (list below):
 - **Administrative Plan.**
 - **Procedures Manual.**
 - **"Questions & Answers" booklet for owners. [Provided by GGHA.]**
 - **"A Good Place to Live" booklet for tenants. [Provided by HUD.]**
 - **Garden Grove Housing Authority inspection staff receive additional training from the City of Garden Grove Building Department.**

6. PHA Grievance Procedures

[24 CFR Part 903.7 9 (f)]

Exemptions from Component 6: High-performing PHA's are not required to complete Component 6. Section 8-only PHA's are exempt from Sub-component 6A.

- **As a Section 8-only agency, the Garden Grove Housing Authority is exempt from completing Sub-component 6A. Please skip to Sub-component 6B.**

A. Public Housing

1. Yes No: Has the PHA established any written grievance procedures in addition to federal requirements found at 24 CFR Part 966, Subpart B, for residents of public housing?

If "Yes," list additions to federal requirements below:

2. Which PHA office should residents or applicants to public housing contact to initiate the PHA grievance process? (Select all that apply.)

- PHA main administrative office.
 PHA development management offices.
 Other (list below):

B. Section 8 Tenant-Based Assistance

1. Yes No: Has the PHA established informal review procedures for applicants to the Section 8 tenant-based assistance program and informal hearing procedures for families assisted by the Section 8 tenant-based assistance program in addition to federal requirements found at 24 CFR 982?

If "Yes," list additions to federal requirements below:

2. Which PHA office should applicants or assisted families contact to initiate the informal review and informal hearing processes? (Select all that apply.)

- PHA main administrative office:
▪ **11400 Stanford Avenue, Garden Grove, California 92842**

- Other (list below):

7. Capital Improvement Needs

[24 CFR Part 903.7 9 (g)]

Exemptions from Component 7: Section 8-only PHA's are not required to complete this Component and may skip to Component 8.

- **As a Section 8-only agency, the Garden Grove Housing Authority is exempt from completing Component 7. Please skip to Component 8.**

A. Capital Fund Activities

Exemptions from Sub-component 7A: PHA's that will not participate in the Capital Fund Program may skip to Sub-component 7B. All other PHA's must complete Sub-component 7A as instructed.

(1) Capital Fund Program Annual Statement

Using parts I, II, and III of the Annual Statement for the Capital Fund Program (CFP), identify capital activities the PHA is proposing for the upcoming year to ensure long-term physical and social viability of its public housing developments. This statement can be completed by using the CFP Annual Statement tables provided in the table library at the end of the PHA Plan template **OR**, at the PHA's option, by completing and attaching a properly updated HUD-52837.

Select one:

- The Capital Fund Program Annual Statement is provided as an attachment to the PHA Plan at Attachment (state name)

-or-

- The Capital Fund Program Annual Statement is provided below: (If selected, copy the CFP Annual Statement from the Table Library and insert here)

(2) Optional 5-Year Action Plan

Agencies are encouraged to include a 5-Year Action Plan covering capital work items. This statement can be completed by using the 5-Year Action Plan table provided in the table library at the end of the PHA Plan template **OR** by completing and attaching a properly updated HUD-52834.

- a. Yes No: Is the PHA providing an optional 5-Year Action Plan for the Capital Fund? (If "No," skip to Sub-component 7B)

b. If "Yes" to question a, select one:

- The Capital Fund Program 5-Year Action Plan is provided as an attachment to the PHA Plan at Attachment (state name):

-or-

- The Capital Fund Program 5-Year Action Plan is provided below: (If selected, copy the CFP optional 5-Year Action Plan from the Table Library and insert here.)

B. HOPE VI and Public Housing Development and Replacement Activities (Non-Capital Fund)

Applicability of Sub-component 7B: All PHA's administering public housing. Identify any approved HOPE VI and/or public housing development or replacement activities not described in the Capital Fund Program Annual Statement.

Yes No: a) Has the PHA received a HOPE VI revitalization grant? (If "No," skip to question c; if "Yes," provide responses to question b for each grant, copying and completing as many times as necessary.)

b) Status of HOPE VI revitalization grant (complete one set of questions for each grant)

1. Development name:

2. Development (project) number:

3. Status of grant: (Select the statement that best describes the current status)

Revitalization Plan under development.

Revitalization Plan submitted, pending approval.

Revitalization Plan approved.

Activities pursuant to an approved Revitalization Plan underway.

Yes No: c) Does the PHA plan to apply for a HOPE VI Revitalization grant in the Plan year?

If "Yes," list development names below:

Yes No: d) Will the PHA be engaging in any mixed-finance development activities for public housing in the Plan year?

If "Yes," list developments or activities below:

Yes No: e) Will the PHA be conducting any other public housing development or replacement activities not discussed in the Capital Fund Program Annual Statement?

If "Yes," list developments or activities below:

8. Demolition and Disposition

[24 CFR Part 903.7 9 (h)]

Applicability of Component 8: Section 8-only PHA's are not required to complete this section.

- **As a Section 8-only agency, the Garden Grove Housing Authority is exempt from completing Component 8. Please skip to Component 9.**

1. Yes No: Does the PHA plan to conduct any demolition or disposition activities (pursuant to Section 18 of the U.S. Housing Act of 1937 (42 U.S.C. 1437(p)) in the plan Fiscal Year? (If "No," skip to Component 9; if "Yes," complete one activity description for each development.)

2. Activity Description

Yes No: Has the PHA provided the activities description information in the **optional** Public Housing Asset Management Table? (If "Yes," skip to Component 9. If "No," complete the Activity Description table below.)

Demolition/Disposition Activity Description	
1a. Development name: 1b. Development (project) number:	
2. Activity type: Demolition <input type="checkbox"/> Disposition <input type="checkbox"/>	
3. Application status: (select one) Approved <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input type="checkbox"/>	
4. Date application approved, submitted, or planned for submission: (DD/MM/YY)	
5. Number of units affected: 6. Coverage of action: (select one) <input type="checkbox"/> Part of the development <input type="checkbox"/> Total development	
7. Timeline for activity: a. Actual or projected start date of activity: b. Projected end date of activity:	

9. Designation of Public Housing for Occupancy by Elderly Families or Families with Disabilities or Elderly Families and Families with Disabilities

[24 CFR Part 903.7 9 (i)]

Exemptions from Component 9; Section 8-only PHA's are not required to complete this section.

- **As a Section 8-only agency, the Garden Grove Housing Authority is exempt from completing Component 9. Please skip to Component 10.**

1. Yes No: Has the PHA designated or applied for approval to designate or does the PHA plan to apply to designate any public housing for occupancy only by the elderly families or only by families with disabilities, or by elderly families and families with disabilities or will apply for designation for occupancy by only elderly families or only families with disabilities, or by elderly families and families with disabilities as provided by Section 7 of the U.S. Housing Act of 1937 (42 U.S.C. 1437(e)) in the upcoming fiscal year? (If "No," skip to Component 10. If "Yes," complete one activity description for each development, unless the PHA is eligible to complete a streamlined submission; PHA's completing streamlined submissions may skip to Component 10.)

2. Activity Description

Yes No: Has the PHA provided all required activity description information for this Component in the **optional** Public Housing Asset Management Table? If "Yes," skip to Component 10. If "No," complete the Activity Description table below:

Designation of Public Housing Activity Description
1a. Development name: 1b. Development (project) number:
2. Designation type: Occupancy by only the elderly <input type="checkbox"/> Occupancy by families with disabilities <input type="checkbox"/> Occupancy by only elderly families and families with disabilities <input type="checkbox"/>
3. Application status: (Select one.) Approved; included in the PHA's Designation Plan <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input type="checkbox"/>
4. Date this designation approved, submitted, or planned for submission:
5. If approved, will this designation constitute a (Select one.) <input type="checkbox"/> New Designation Plan <input type="checkbox"/> Revision of a previously-approved Designation Plan?
6. Number of units affected: 7. Coverage of action (select one): <input type="checkbox"/> Part of the development <input type="checkbox"/> Total development

10. Conversion of Public Housing to Tenant-Based Assistance

▪ **As a Section 8-only agency, the Garden Grove Housing Authority is exempt from completing Component 10. Please skip to Component 11.**

A. Assessments of Reasonable Revitalization Pursuant to Section 202 of the HUD FY 1996 HUD Appropriations Act.

1. Yes No: Have any of the PHA's developments or portions of developments been identified by HUD or the PHA as covered under Section 202 of the HUD FY 1996 HUD Appropriations Act? (If "No," skip to Component 11; if "Yes," complete one activity description for each identified development, unless eligible to complete a streamlined submission. PHA's completing stream-lined submissions may skip to Component 11.)

2. Activity Description

Yes No: Has the PHA provided all required activity description information for this Component in the **optional** Public Housing Asset Management Table? If "Yes," skip to Component 11. If "No," complete the Activity Description table below.

Conversion of Public Housing Activity Description
1a. Development name: 1b. Development (project) number:
2. What is the status of the required assessment? <input type="checkbox"/> Assessment underway <input type="checkbox"/> Assessment results submitted to HUD <input type="checkbox"/> Assessment results approved by HUD (if marked, proceed to next question) <input type="checkbox"/> Other (explain below):
3. <input type="checkbox"/> Yes <input type="checkbox"/> No: Is a Conversion Plan required? (If "Yes," go to block 4; If "No," go to block 5.)
4. Status of Conversion Plan (select the statement that best describes the current status) <input type="checkbox"/> Conversion Plan in development <input type="checkbox"/> Conversion Plan submitted to HUD on: (DD/MM/YYYY) <input type="checkbox"/> Conversion Plan approved by HUD on: (DD/MM/YYYY) <input type="checkbox"/> Activities pursuant to HUD-approved Conversion Plan underway

5. Description of how requirements of Section 202 are being satisfied by means other than conversion: (Select one.)

- Units addressed in a pending or approved demolition application (date submitted or approved: _____)
- Units addressed in a pending or approved HOPE VI demolition application (date submitted or approved: _____)
- Units addressed in a pending or approved HOPE VI Revitalization Plan (date submitted or approved: _____)
- Requirements no longer applicable: Vacancy rates are less than 10 percent
- Requirements no longer applicable: Site now has less than 300 units
- Other: (describe below)

B. Reserved for Conversions pursuant to Section 22 of the U.S. Housing Act of 1937.

C. Reserved for Conversions pursuant to Section 33 of the U.S. Housing Act of 1937.

11. Homeownership Programs Administered by the PHA

[24 CFR Part 903.7 9 (k)]

A. Public Housing

Exemptions from Sub-component 11A: Section 8-only PHA's are not required to complete Sub-component 11A.

- **As a Section 8-only agency, the Garden Grove Housing Authority is exempt from completing Sub-component 11A. Please skip to Sub-component 11B.**

1. Yes No: Does the PHA administer any homeownership programs administered by the PHA under an approved Section 5(h) homeownership program (42 U.S.C. 1437c(h)), or an approved HOPE I program (42 U.S.C. 1437(a)) or has the PHA applied or plan to apply to administer any homeownership programs under Section 5(h), the HOPE I program, or Section 32 of the U.S. Housing Act of 1937 (42 U.S.C. 1437(z-4)).

(If "No," skip to Sub-component 11B; if "Yes," complete one activity description for each applicable program/plan, unless eligible to complete a streamlined submission due to **small PHA** or **high-performing PHA** status. PHA's completing streamlined submissions may skip to Sub-component 11B.)

2. Activity Description

- Yes No: Has the PHA provided all required activity description information for this Component in the **optional** Public Housing Asset Management Table? (If "Yes," skip to Component 12. If "No," complete the Activity Description table below.)

Public Housing Homeownership Activity Description (Complete one for each development affected.)
1a. Development name: 1b. Development (project) number:
2. Federal Program authority: <input type="checkbox"/> HOPE I <input type="checkbox"/> 5(h) <input type="checkbox"/> Turnkey III <input type="checkbox"/> Section 32 of the USHA of 1937 (effective 10/1/99)
3. Application status: (Select one.) <input type="checkbox"/> Approved; included in the PHA's Homeownership Plan/Program <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application
4. Date Homeownership Plan/Program approved, submitted, or planned for submission: (DD/MM/YYYY)
5. Number of units affected: 6. Coverage of action: (Select one.): <input type="checkbox"/> Part of the development <input type="checkbox"/> Total development

B. Section 8 Tenant-Based Assistance

1. Yes No: Does the PHA plan to administer a Section 8 Homeownership program pursuant to Section 8(y) of the U.S.H.A. of 1937, as implemented by 24 CFR part 982? (If "No," skip to Component 12; if "Yes," describe each program using the table below (copy and complete questions for each program identified), unless the PHA is eligible to complete a stream-lined submission due to high performer status. **High-performing PHA's** may skip to Component 12.)

2. Program Description:

a. Size of Program

- Yes No: Will the PHA limit the number of families participating in the Section 8 homeownership option?

If the answer to the question above was "Yes," which statement best describes the number of participants? (Select one.)

- 25 or fewer participants
 26 - 50 participants
 51 to 100 participants
 more than 100 participants

b. PHA-established eligibility criteria

- Yes No: Will the PHA's program have eligibility criteria for participation in its Section 8 Homeownership Option program in addition to HUD criteria?

If "Yes," list criteria below:

12. PHA Community Service and Self-Sufficiency Programs

[24 CFR Part 903.7 9 (l)]

Exemptions from Component 12: High-performing and small PHA's are not required to complete this Component. Section 8-only PHA's are not required to complete Sub-component 12C.

- **As a Section 8-only agency, the Garden Grove Housing Authority is exempt from completing Sub-component C of this Component.**

A. PHA Coordination with the Welfare (TANF) Agency

1. Cooperative agreements:

- Yes No: Has the PHA has entered into a cooperative agreement with the TANF Agency, to share information and/or target supportive services (as contemplated by Section 12(d)(7) of the Housing Act of 1937)?

If "Yes," what was the date that agreement was signed?

- **The Garden Grove Housing Authority has entered into a contract with Orange County Housing Authority which in turn, has executed a Memorandum of Understanding with the TANF agency. The contract will be going to the Housing Authority for Board approval on February 27, 2001. The agreement should be executed by both parties, shortly thereafter.**

2. Other coordination efforts between the PHA and TANF agency (select all that apply):

- Client referrals.
- Information sharing regarding mutual clients (for rent determinations and otherwise).
- Coordinate the provision of specific social and self-sufficiency services and programs to eligible families.
- Jointly administer programs.
- Partner to administer a HUD Welfare-to-Work Voucher program.
- Joint administration of other demonstration program.
- Other (describe):

Established a committee to coordinate a Welfare to Work program with the four housing authorities in Orange County and the TANF agency

B. Services and programs offered to residents and participants

(1) General

a. Self-Sufficiency Policies

Which, if any, of the following discretionary policies will the PHA employ to enhance the economic and social self-sufficiency of assisted families in the following areas? (Select all that apply.)

- Public housing rent determination policies.
- Public housing admissions policies.
- Section 8 admissions policies.
- Preference in admission to Section 8 for certain public housing families.
- Preferences for families working or engaging in training or education programs for non-housing programs operated or coordinated by the PHA.
- Preference/eligibility for public housing homeownership option participation.
- Preference/eligibility for Section 8 homeownership option participation.
- Other policies (list below):
 - **Life-Skill classes.**
 - **Other educational programs.**

b. Economic and Social self-sufficiency programs

- Yes No: Does the PHA coordinate, promote or provide any programs to enhance the economic and social self-sufficiency of residents? (If "Yes," complete the following table; if "No," skip to Sub-component 2, Family Self-Sufficiency Programs. The position of the table may be altered to facilitate its use.)

Services and Programs				
Program Name & Description (including location, if appropriate)	Estimated Size	Allocation Method (waiting list / random selection / specific criteria / other)	Access (development office / PHA main office / other provider name)	Eligibility (public housing or Section 8 participants or both)
▪ Job Training Partnership Act (JTPA). Office is located at the Garden Grove One-Stop Center, 11277 Garden Grove Blvd., Ste. 101-C, Garden Grove, California.	▪ 120	▪ Open to all Section 8 participants -- a priority for Family Self-Sufficiency program participants.	▪ The Housing Authority main office will provide referral to JTPA.	▪ Section 8 participants.

(2) Family Self-Sufficiency programs

a. Participation Description:

Family Self Sufficiency (FSS) Participation		
Program	Required Number of Participants (start of FY 2001 Estimate)	Actual Number of Participants (As of: <u>02/01/01</u>)
Public Housing	N/A	N/A
Section 8	122	67

b. Yes No: If the PHA is not maintaining the minimum program size required by HUD, does the most recent FSS Action Plan address the steps the PHA plans to take to achieve at least the minimum program size?

▪

If “No,” list steps the PHA will take below:

- **Allocate more staff.**
Coordinate with Social Services Agency to work together with mutual participants to encourage participation.

C. Welfare Benefit Reductions

- **As a Section 8-only agency, the Garden Grove Housing Authority is exempt from completing Sub-component 12C. Please skip to Component 13.**

1. The PHA is complying with the statutory requirements of Section 12(d) of the U.S. Housing Act of 1937 (relating to the treatment of income changes resulting from welfare program requirements) by: (Select all that apply.)

- Adopting appropriate changes to the PHA’s public housing rent determination policies and train staff to carry out those policies.
- Informing residents of new policy on admission and reexamination.
- Actively notifying residents of new policy at times in addition to admission and reexamination.
- Establishing or pursuing a cooperative agreement with all appropriate TANF agencies regarding the exchange of information and coordination of services.
- Establishing a protocol for exchange of information with all appropriate TANF agencies.
- Other (list below):

D. Reserved for Community Service Requirement pursuant to Section 12(c) of the U.S. Housing Act of 1937.

13. PHA Safety and Crime Prevention Measures

[24 CFR Part 903.7 9 (m)]

Exemptions from Component 13: High-performing and small PHA's not participating in PHDEP, and Section 8-only PHA's may skip to Component 15. High-performing and small PHA's that are participating in PHDEP and are submitting a PHDEP Plan with this PHA Plan may skip to Sub-component D.

- **As a Section 8-only agency, the Garden Grove Housing Authority is exempt from completing Component 13. Please skip to Component 14.**

A. Need for measures to ensure the safety of public housing residents

1. Describe the need for measures to ensure the safety of public housing residents:
(Select all that apply.)

- High incidence of violent and/or drug-related crime in some or all of the PHA's developments
- High incidence of violent and/or drug-related crime in the areas surrounding or adjacent to the PHA's developments
- Residents fearful for their safety and/or the safety of their children
- Observed lower-level crime, vandalism and/or graffiti
- People on waiting list unwilling to move into one or more developments due to perceived and/or actual levels of violent and/or drug-related crime
- Other (describe below)

2. What information or data did the PHA use to determine the need for PHA actions to improve safety of residents: (Select all that apply.)

- Safety and security survey of residents
- Analysis of crime statistics over time for crimes committed "in and around" public housing authority
- Analysis of cost trends over time for repair of vandalism and removal of graffiti
- Resident reports
- PHA employee reports
- Police reports
- Demonstrable, quantifiable success with previous or ongoing anti-crime/anti-drug programs
- Other (describe below)

3. Which developments are most affected? (list below)

B. Crime and Drug Prevention activities the PHA has undertaken or plans to undertake in the next PHA fiscal year

1. List the crime prevention activities the PHA has undertaken or plans to undertake:
(Select all that apply):

- Contracting with outside and/or resident organizations for the provision of crime-and/or drug-prevention activities
- Crime Prevention Through Environmental Design
- Activities targeted to at-risk youth, adults, or seniors
- Volunteer Resident Patrol/Block Watchers Program
- Other (describe below)

2. Which developments are most affected? (list below)

C. Coordination between PHA and the police.

1. Describe the coordination between the PHA and the appropriate police precincts for carrying out crime prevention measures and activities: (Select all that apply.)

- Police involvement in development, implementation, and/or ongoing evaluation of drug-elimination plan.
- Police provide crime data to housing authority staff for analysis and action.
- Police have established a physical presence on housing authority property (e.g.; community policing office, officer in residence).
- Police regularly testify in and otherwise support eviction cases.
- Police regularly meet with the PHA management and residents.
- Agreement between PHA and local law enforcement agency for provision of above-baseline law enforcement services.
- Other activities (list below):

2. Which developments are most affected? (list below)

D. Additional information as required by PHDEP/PHDEP Plan

PHA's eligible for FY 2000 PHDEP funds must provide a PHDEP Plan meeting specified requirements prior to receipt of PHDEP funds.

- Yes No: Is the PHA eligible to participate in the PHDEP in the fiscal year covered by this PHA Plan?
- Yes No: Has the PHA included the PHDEP Plan for FY 2000 in this PHA Plan?
- Yes No: This PHDEP Plan is an Attachment. (Attachment Filename: _____)

14. RESERVED FOR PET POLICY.

[24 CFR Part 903.7 9 (n)]

- **As a Section 8-only agency, the Garden Grove Housing Authority is exempt from completing Component 14. Please skip to Component 15.**

15. Civil Rights Certifications

[24 CFR Part 903.7 9 (o)]

- Please see the enclosed civil rights certifications, which are included in the “Garden Grove Housing Authority Plan Certifications of Compliance with the PHA Plans and Related Regulations.”

16. Fiscal Audit

[24 CFR Part 903.7 9 (p)]

1. Yes No: Is the PHA required to have an audit conducted under Section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h))?
(If “No,” skip to Component 17.)
2. Yes No: Was the most recent fiscal audit submitted to HUD?
3. Yes No: Were there any findings as the result of that audit?
4. Yes No: If there were any findings, do any remain unresolved?
If “Yes,” how many unresolved findings remain? _____
5. Yes No: Have responses to any unresolved findings been submitted to HUD?
If not, when are they due (state below)?

17. PHA Asset Management

[24 CFR Part 903.7 9 (q)]

Exemptions from Component 17: Section 8-only PHA's are not required to complete this Component. High-performing and small PHA's are not required to complete this Component.

- As a Section 8-only agency, the Garden Grove Housing Authority is exempt from completing Component 17. Please skip to Component 18.

1. Yes No: Is the PHA engaging in any activities that will contribute to the long-term asset management of its public housing stock, including how the Agency will plan for long-term operating, capital investment, rehabilitation, modernization, disposition, and other needs that have **not** been addressed elsewhere in this PHA Plan?
2. What types of asset management activities will the PHA undertake? (Select all that apply.)
 - Not applicable.
 - Private management.
 - Development-based accounting.
 - Comprehensive stock assessment.
 - Other (list below):
3. Yes No: Has the PHA included descriptions of asset management activities in the **optional** Public Housing Asset Management Table?

18. Other Information

[24 CFR Part 903.7 9 (r)]

A. Resident Advisory Board Recommendations

1. Yes No: Did the PHA receive any comments on the PHA Plan from the Resident Advisory Boards?

2. If "Yes," the comments are: (If comments were received, the PHA **MUST** select one.)

Attached as Attachment B.

Provided below:

3. In what manner did the PHA address those comments? (Select all that apply.)

Considered comments, but determined that no changes to the PHA Plan were necessary.

The PHA changed portions of the PHA Plan in response to comments. List changes below:

Other (list below):

- **Note: Resident Advisory Board comments have been incorporated into this document as Attachment B. The Garden Grove Housing Authority staff will address each comment listed in Attachment B, and to the extent feasible, and if within the control of the Authority, suggestions will be incorporated into the actions of the Authority to address goals.**

B. Description of Election process for Residents on the PHA Board

1. Yes No: Does the PHA meet the exemption criteria provided Section 2(b)(2) of the U.S. Housing Act of 1937? (If "No," continue to question 2; if "Yes," skip to Sub-component C.)

- **The Garden Grove Housing Authority is a Section 8 rental assistance program only. Responses to Question 3 below are not applicable.**

2. Yes No: Was the resident who serves on the PHA Board elected by the residents? (If "Yes," continue to question 3; if "No," skip to Sub-component C.)

3. Description of Resident Election Process

- **Not applicable.**

a. Nomination of candidates for place on the ballot: (Select all that apply.)

Candidates were nominated by resident and assisted family organizations

Candidates could be nominated by any adult recipient of PHA assistance

Self-nomination: Candidates registered with the PHA and requested to be placed on ballot

Other (describe):

b. Eligible candidates: (Select one.)

Any recipient of PHA assistance

Any head of household receiving PHA assistance

- Any adult recipient of PHA assistance
- Any adult member of a resident or assisted family organization
- Other (list):

c. Eligible voters: (Select all that apply.)

- All adult recipients of PHA assistance (public housing and Section 8 tenant-based assistance)
- Representatives of all PHA resident and assisted family organizations
- Other (list):

C. Statement of Consistency with the Consolidated Plan

For each applicable Consolidated Plan, make the following statement (copy questions as many times as necessary).

1. Consolidated Plan jurisdiction (provide name here):

- **City of Garden Grove. The Garden Grove Housing Authority is within the jurisdiction of the City of Garden Grove, and thus must be compliant with the City of Garden Grove's Consolidated Plan. Please see Attachment C for Certification.**

2. The PHA has taken the following steps to ensure consistency of this PHA Plan with the Consolidated Plan for the jurisdiction: (Select all that apply.)

- The PHA has based its statement of needs of families in the jurisdiction on the needs expressed in the Consolidated Plans.
- The PHA has participated in any consultation process organized and offered by the Consolidated Plan agency in the development of the Consolidated Plan.
- The PHA has consulted with the Consolidated Plan agency during the development of this PHA Plan.
- Activities to be undertaken by the PHA in the coming year are consistent with the initiatives contained in the Consolidated Plan (list below):
 - **Provide rental assistance to extremely low and very low income families, seniors, and disabled persons.**
 - **Enforce comparable rents and maintain fair market rents to reflect the housing market.**
 - **Continue to provide housing preference to homeless individuals and/or families.**
 - **Ensure that the subsidized unit meets the Housing Quality Standards (HQS), and is of appropriate size for the tenant family.**
 - **Provide accommodation and work with service agencies to assist elderly persons or persons with a disability access to suitable housing.**
 - **Use of rental assistance to assist with relocation of displaced households as result of City actions.**

- **Assist with the elimination of impediments to fair housing choice by providing access to affordable housing, direct referrals, educational materials, and training to Section 8 landlords and tenants.**

Other (list below):

3. The Consolidated Plan of the jurisdiction supports the PHA Plan with the following actions and commitments (describe below):

- **Ensure the long-term affordability of owner and rental housing units that obtain assistance from city, state or federal funding sources.**
- **Address the needs of homeless individuals and families, and provide programs which will address the needs of those at risk of becoming homeless.**
- **Meet the needs to large families, elderly persons, and persons with disabilities.**
- **Provide other public resources to leverage Housing Authority resources; i.e., resources for rehabilitation of properties occupied by Section 8 tenants, funds for potential home buyer assistance and staff resources for the efficient and effective administration of assisted housing funds.**

D. Other Information Required by HUD

Use this section to provide any additional information requested by HUD.

- **HUD requires that the Housing Authority provide a definition of a “Substantial Amendment” to its Five-Year and One-Year Agency Plans. For the purpose of this Agency Plan, a “substantial amendment” is defined as “A change resulting from the following action:**
- **‘Changes to rent or admissions policies or organizations on the Waiting List, unless change results from HUD regulatory requirements.’ ” During the first year of the plan there have been no substantial amendments. The Housing Authority does not anticipate any substantial amendments in year two of the plan.**
- **HUD requires that the Housing Authority provide a statement of its progress toward meeting its five-year mission and goals. The Housing Authority has made progress in furthering the goals of the five-year plan as described in Appendix E.**

Attachments

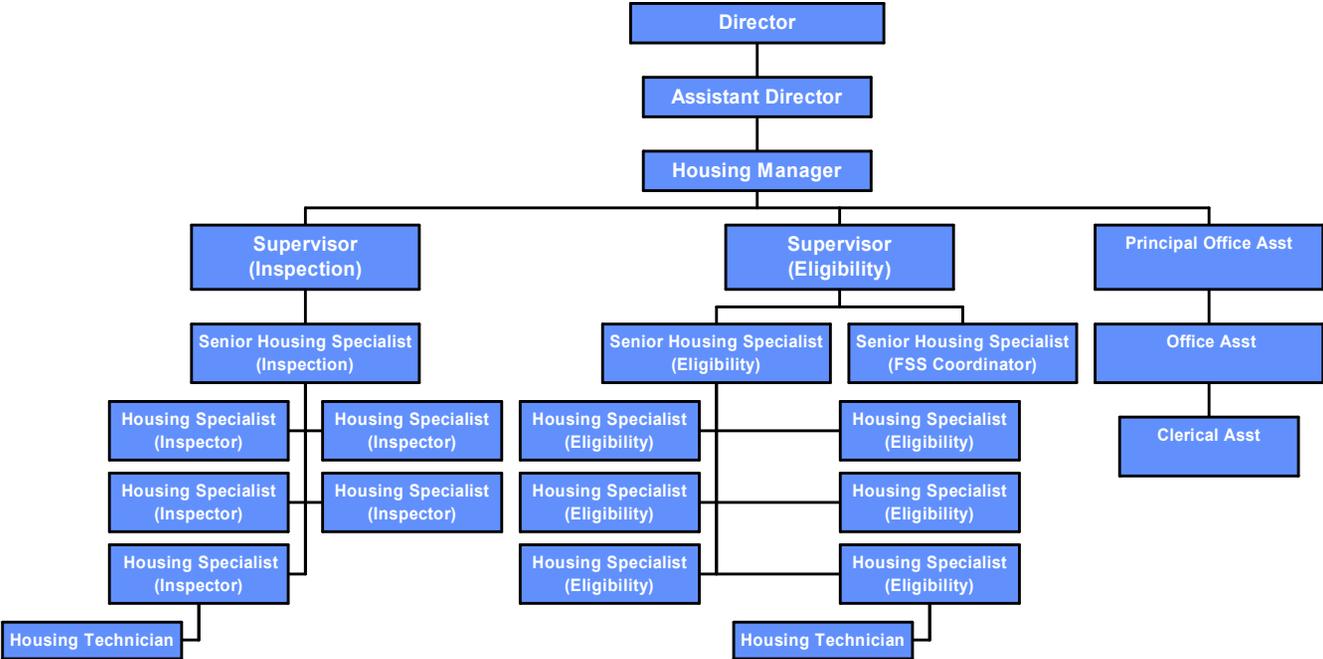
Use this section to provide any additional attachments referenced in the Plans.

- **ATTACHMENT A: The Garden Grove Housing Authority Organizational Chart.**

- **ATTACHMENT B: Comments of Tenant Advisory Committee and Responses to Comments from the Housing Authority.**
- **ATTACHMENT C: Required Certifications.**
- **ATTACHMENT D: Proof of Publication.**
- **ATTACHMENT E: Accomplishments**

Attachment A

**Garden Grove Housing Authority
Organizational Chart**



Attachment E

ACCOMPLISHMENTS FY 2001-2002

HUD Strategic Goal: Increase availability of decent, safe and affordable housing

1) PHA Goal: Expand the supply of assisted housing

Accomplishment:

The Garden Grove Housing Authority applied for 350 Fair Share Housing Vouchers under the FY 2001 Notice of Funding and was successfully funded for 350 Vouchers (\$2,448,327/year). The Authority intends to respond to the FY 2002 Fair Share Housing Notice of Funding, by applying for an additional 350 Housing Choice Vouchers.

2) PHA Goal: Improve the quality of assisted housing

Accomplishment:

A Rent Comparability software program was designed to assist in Rent Reasonableness determination. A Rental Market Survey was conducted by mail using the City of Garden Grove's Business License Tax rolls. The resulting Data was entered into the system and is used as a basis for establishing Rent Comparability.

Accomplishment:

SEMAP Audit requirements were analyzed and procedures were put into place to ensure high rates of compliance for SEMAP indicators.

Accomplishment:

Filled staff vacancies and added two new positions in inspection and eligibility sections, thereby enabling the Authority to provide greater customer service. All new employees must complete a customer service class as part of their formal orientation. New positions were filled by candidates possessing bilingual capabilities in Vietnamese and Spanish, in order to better serve the Authority's client base.

3) PHA goal: Increase assisted housing choices

Accomplishment:

Provided voucher mobility counseling to applicants who resided on other housing authorities' waiting list. Continued Mobility agreement with the three other housing agencies in the County in order to give participants maximum housing choice.

Accomplishment:

Continued a landlord newsletter to increase the number of owners participating in the program and the number of available units. Developed a comprehensive Owner Booklet which is used in marketing the program to prospective owners. Conducted a Landlord workshop in collaboration with the three other Housing Authorities in the county to dispense information and market the The Section 8 Program. Participated in the Orange County Apartment Association's Trade Fair by purchasing booth space with the three other Housing Authorities.

Accomplishment:

The Fair Market Rent (FMR) was approved by HUD at the 50th percentile, therefore the Housing Authority is using the higher FMR, as it's Payment Standard. Exemptions above the current FMR were granted on a case-by-case basis to provide "reasonable accommodation" for disabled families.

HUD Strategic Goal: Improve community quality of life and economic vitality

Accomplishment:

Continued to include building codes as part of the Housing Quality Standards and encouraged landlords to make unit improvements when negotiating rent increases

Accomplishment:

The Garden Grove Housing Authority partnered with the FOCUS Collaborative (Family Opportunities Creating Unity and Support), whose mission is "to create healthier communities by advocating for and with families and providing services, resources, and information that will enable all to become healthier, stronger, and more successful." The Collaborative provides services at the Magnolia Park Resource Center, which is located in the City of Garden Grove. The Center provides parenting, family safety and health education classes, counseling, and after-school recreation and enrichment.

Accomplishment:

The Garden Grove Housing Authority executed a Memorandum of Understanding with three homeless shelters, Thomas House, Dayle McIntosh and Shelter for the Homeless. The Authority gives preference to homeless families referred by the shelters to assist in their transition from temporary, emergency shelter to permanent housing.

HUD Strategic Goal: Promote self-sufficiency and asset development of families and individuals

Accomplishment:

Executed a contract with Orange County Housing Authority to receive CALWORKS incentive funds from the county TANF agency. The Garden Grove Housing Authority provided support services to CALWORKS clients on the waiting list to ensure their success in participation in the Housing Voucher Program. The TANF agency provides financial support by paying for security deposits, utility turn-on deposits, purchase of refrigerators and moving costs. In turn, the Housing Authority was reimbursed for expenses incurred in providing additional services. These clients will be encouraged to participate in the Family Self-Sufficiency Program to help them seek and maintain employment. The Housing Authority will provide tenant counseling, assistance in locating a unit and negotiating a lease, security deposit, utility deposit and move-in assistance. It is estimated that the Housing Authority will receive approximately \$600,000 over a three-year period for this purpose. The Authority is in year two of this program.

Accomplishment:

Entered into a Memorandum of Understanding with the West Orange County Regional One Stop Center. The One Stop Center provides employment assessment, job training, job placements and referrals for housing participants through the WIA Program.

Accomplishment:

The Garden Grove Housing Authority increased the number of families enrolled in the Family Self-Sufficiency Program during the year from 162 to 206. Of the total, 42 families have completed their goals and 27 have achieved self-sufficiency. Five families went on to purchase homes. Held a Recognition Dinner for graduates of the FSS Program

HUD Strategic Goal: Ensure Equal Opportunity in Housing for all Americans

Accomplishment:

Continued promoting Equal Opportunity in Housing through landlord education and referrals to the Fair Housing Council

Accomplishment:

The Garden Grove Housing Authority executed a Memorandum of Understanding with Community Housing Resources, Inc. in order to promote and support persons with developmental disabilities in obtaining and maintaining Section 8 Voucher assistance. We assisted this agency in setting up a database of properties, which would accept Section 8 vouchers and alter their units to accommodate disabled tenants.

Accomplishment:

Participated in outreach activities involving the Vietnamese and Hispanic population. Bi-lingual staff went out to community groups to explain and promote the Housing Voucher Program. Hiring practices reflect sensitivity to the ethnicity of the population, to provide adequate bi-lingual capacity.

Accomplishment

Opened the waiting list for new applicants from January 28, 2002 through February 28, 2002. Enlisted in excess of 37 community agencies to assist the Authority with pre-application distribution. Notices advising prospective participants of the dates, locations and income criteria of the program were published in local newspapers as well as Spanish, Vietnamese and Korean language publications. Some 5500 pre-applications were received during this month long process.

Attachment B

RESIDENT ADVISORY BOARD COMMENTS

The Garden Grove Housing Authority's Resident Advisory Board had an opportunity to review the Draft 2002 - 2003 Annual Plan. The Board was requested to provide the Authority with comments by March 15, 2002.

The Resident Advisory Board is comprised of the following members:

- Darlene Prieto – Section 8 Participant
- Charles Binh Ta – Section 8 Participant
- Quynh Chi Ngo – Section 8 Participant
- Minh V. Nguyen – Section 8 Participant
- Elsa Avalos – Section 8 Participant

Below is a summary of the comments received:

- No Comment – I appreciate the presentation of the Annual Plan for Year 2002. The topics were very clear and complete. I hope the federal funds for the Housing Authority of Garden Grove will continue successfully to help the low-income seniors and disabled.

Response: The Housing Authority must set aside 15% of its most recent grant to disabled families on the waiting list. Currently, the Authority is meeting its quota.

- I got through the Fiscal Year 2002 Annual Plan. I thought this plan was meticulous and fair. I believe that the Garden Grove Housing Authority always does its best to help the low-income families.

Response: Thank You for you positive comments.

A Public Hearing was conducted on April 2, 2002 and no comments on the Annual Plan were received.